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Security Information

14 May 1953

MEMORANDUM FOR: Assistant Director (Personnel)

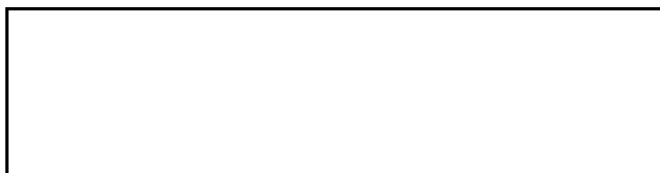
SUBJECT: Security Requirements for Government Employment
Executive Order 10450

1. There is urgent need to develop and publish an Agency Regulation on the implementation of subject Executive Order prior to its effective date.
2. The policies and procedures inherent in preparing this Regulation obviously effect the composite functions and responsibilities of the Personnel Office, Security Office, and General Counsel.
3. It is suggested that the Personnel Office assume basic responsibility for the drafting of the required Regulation since the basic function involved is the termination of employment of personnel determined to be "security risks".
4. It is also suggested, however, that arrangements be made with the General Counsel and the Director of Security to assign members of their staffs to assist your representative in drafting the essential Regulation.
5. In addition, it is suggested that the proposed Regulation should do more than cover the technical policies, hearing, and termination procedures involved. It is my opinion that the Regulation should clearly establish the responsibilities and procedures involved from the moment that a report or suspicion bearing on security risk factors comes to the attention of the Agency or any of its personnel. At the same time, every effort should be taken to avoid implications of a witch hunt and to vigorously protect Agency personnel until adequate investigation establishes the need for formal action.
6. The above personal views are expressed because I feel that the existent Loyalty Review Board and Employment Review Board Regulations are seriously deficient in many respects and because this deficiency seems to arise from:
 - a. Failure to isolate policy from procedure.
 - b. Failure to present procedure in chronologic sequence from the initiation of action to its completion.

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c. Failure to establish the precise responsibilities and functions of the various officials and offices involved; i.e., Agency employees and supervisors in general, Security Office, Personnel Office, Boards or Panels, and Office of the General Counsel.



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Special Assistant to the
Deputy Director (Admin.)

cc - Deputy Director (Administration)
Director of Security
General Counsel

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